



Buffalo Girls Basketball
For Coaches, Parents & Players

BGBA Traveling Handbook 2021-2022

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*All the information listed in this handbook is subject to change.

What is the BGBA?

The Buffalo Girls Basketball Association was formed in 1988 by Ralph Dalbec and Rollie Lang with the primary objective of creating a more competitive program for the girls in the Buffalo community. Mr. Dalbec purchased the first basketball for the program and the organization would hold monthly tournaments to fund the program. In its initial year, there was only a 5th grade team, but within a few years had 5th, 6th, 7th, and 8th grade teams. The current program has 4th through 8th grade teams with approximately 100 players participating in over 75 tournaments per year.

The BGBA's primary goals are to support a program that is:

- Run primarily by volunteers
- Affordable fees
- Positive influence on the community
- Team-oriented
- Focused on the development of Buffalo's Varsity basketball programs
- Emphasis on "skill development, sportsmanship, commitment, & dedication"

It is the BGBA's hope that athletes receive the following benefits from this program:

- Learn basketball fundamentals
- Opportunity for supervised and organized competition
- Mentoring in good sportsmanship
- Opportunity for team participation
- Organized use of practice & game facilities
- Exposure to the benefits of community involvement (through volunteerism and the mentoring of younger athletes)
- Community & school pride

It is the BGBA's hope that the community benefits from this program by:

- Providing positive release of energy for our communities' young people.
- Providing "no or low cost" opportunities for children of families in need
- Teaching our young athletes the benefits of "returning something to the community"

BGBA Board of Directors

The board of directors is elected during our annual meeting in May. Please refer to the website for a current list. Please contact the appropriate director based upon your request. If you have an interest in getting on the board, please contact the President.

Monthly Board Meetings

- Regular meetings of the Board are held monthly throughout the year.
- Please check the BGBA website for information on meeting dates and times. (buffalogirlshoops.org)
- BGBA board meetings are open to all BGBA members. A BGBA member is anyone over the age of 18, who volunteers within the BGBA program, is a parent or legal guardian of a player in the program or coaches a team.
- You can contact the BGBA Secretary if you wish to be notified about upcoming meetings to express a concern, bring an idea or if you want to help.

BGBA Website Address: buffalogirlshoops.org

- List of current board members with email addresses
- Calendar of events (Meetings, registration, tournaments, clinics, camps, etc.)
- Traveling basketball information (Registration forms, teams, coaches)
- In-House basketball information (Registration forms, teams, coaches)
- Tournament Information / MYAS information

Philosophy

Our mission is to provide and support a competitive girls' basketball program that is available to all who wish to participate. Emphasizing sound fundamental skills, teamwork, and knowledge of the game, our goal is to develop players to be ready to compete at the next highest level. By creating a fair and fun environment while maintaining the highest degree of sportsmanship, we strive to foster a life-long love for the game while representing the Buffalo School District 877 in a positive manner.

Fall Registration

- Registration for winter traveling basketball is available for several weeks each September. Refer to the website or August/September issue of the Wright County Journal Press for more information.
- All participants must be registered on an official registration form through the registration process provided by the BGBA; refer to registration information on the BGBA website.
- Registration forms MUST be signed by a parent/legal guardian as a waiver of liability of injury against the BGBA prior to participation.
- Accident insurance is included in the registration fees.
- Late registrations may or may not be accepted if space is available on team rosters. People moving into School District after the close of registration are given priority over registering late for other reasons. Any person who knowingly registers under an assumed name or gives an incorrect age, becomes ineligible and is suspended for the remainder of the playing season.
- No Officer, Director, or coach is permitted to select or form a team for competition during the winter season to the exclusion of anyone else in that grade. The winter season concludes with the MSF/MYAS state tournament, whichever is later.
- Any player that wishes to play for a BGBA team and does not attend a Buffalo High School or live in the Buffalo School District, must file a petition to the Board of Directors. The Board of Directors must approve the petition before the player is eligible.
- Any player residing or attending Buffalo schools who wishes to not play with the BGBA and wants to play for another school team during the winter season, will need a written release from the BGBA (per MYAS rules).

Fees

The BGBA is a nonprofit organization. All fees that are paid to participate in traveling basketball are used to support the program. Costs to support a traveling team include tournament registrations, (approximately \$225 per tournament), gym fees for practice, equipment, insurance, and other miscellaneous expenses. These fees would be significantly more if we did not host our BGBA Tournament(s) in November. Profits from this/these tournament(s) are used to reduce the player's fees the traveling program. If you choose not to work, \$250 will be charged to your credit card.

Parent Code of Conduct

We ask that you pledge to be responsible for your words and actions while attending or participating in BGGB activities by conforming your behavior to this Code of Conduct. Your conduct is a reflection upon our program and our community.

- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, officials, and association representatives at all times.
- I will remember that my child plays basketball for his enjoyment, not mine.
- I will demand and honor that all players, coaches, officials, volunteers, and spectators are treated with respect regardless of race, gender, creed, or ability.
- I will respect the officials and their authority. I will not argue with or criticize game officials.
- I will respect the coaches for their decisions and leave the coaching to the coaches.
- I will not engage in the use of profanity, obscene language, or improper actions.
- I will make every effort to get my child to practice and games on time.
- I will fulfill my volunteer obligation willingly, knowing that the effort I put forth enhances my child's basketball experience.
- I will not post negative comments on any form of social media directed towards coaches, players, other parents, or members of the BGGB.

Violations during the season of the above expectations will subject a parent to the following disciplinary actions at the discretion of the BGGB board. All violations will be reported to the BGGB in a timely manner.

- 1st offense: Verbal discussion with BGGB board member (s)
- 2nd offense: Written reprimand from BGGB
- 3rd offense: Suspension from BGGB activities
- 4th offense: Removal from the BGGB program for the duration of the current season. Future involvement in BGGB activities will be determined at the discretion of the BGGB board.

While the disciplinary actions above set forth the typical progressive discipline steps that will be taken, these are only guidelines. Disciplinary action steps can advance more quickly or be skipped altogether, depending on the circumstances and severity, at the sole discretion of the BGGB.

Player Code of Conduct

We ask that you pledge to be responsible for your words and actions while attending or participating in BGGB activities by conforming your behavior to this Code of Conduct. Your conduct is a reflection upon our program and our community.

- I understand that it is a privilege to participate in BGGB traveling basketball and with this privilege I must be responsible for my actions.
- I understand that my minimum game/tournament playing time requirements will be determined based on the following principles:
 - Attitude
 - Practice
 - Effort
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, officials, and association representatives at all times.
- I will demand and honor that all players, coaches, officials, volunteers, and spectators are treated with respect regardless of race, gender, creed, or ability.
- I will never ridicule or berate others for a mistake or losing.
- I will respect the officials and their authority. I will not argue with or criticize game officials.
- I will respect the coaches for their decisions, and I will listen to and follow their direction.
- I will not engage in the use of profanity, obscene language, or improper actions.
- I will treat my opponent with respect in the same manner I would want to be treated.
- I will learn and respect the rules of the game.
- I will not post negative comments on any form of social media directed towards coaches, other players, families, or members of the BGGB.
- I will refrain from the use of alcohol and tobacco products in the presence of my team, prior to and during practices and tournament games. MSHSL rules apply when alcohol and tobacco use is involved.

Violations during the season of the above expectations will subject a player to the following disciplinary actions at the discretion of the head coach and/or the BGGB board. All violations will be reported to the BGGB in a timely manner.

- 1st offense: Verbal counseling from coach or team liaison
- 2nd offense: Reduction in game(s)/tournament(s) playing time
- 3rd offense: Suspension from game(s)/tournament(s) play
- 4th offense: Removal from the BGGB program for the duration of the current season. Future involvement in BGGB activities will be determined at the discretion of the BGGB board.

While the disciplinary actions above set forth the typical progressive discipline steps that will be taken, these are only guidelines. Disciplinary action steps can advance more quickly or be skipped altogether, depending on the circumstances and severity, at the sole discretion of the BGGB board.

Coaches' Code of Conduct

We ask that coaches (head, assistant & paid) pledge to be responsible for your words and actions while attending or participating in BGGB activities by conforming your behavior to this Code of Conduct. Your conduct is a reflection upon our program and our community.

- I understand that it is a privilege to participate in BGGB traveling basketball and with this privilege I must be responsible for my actions.
- I will encourage good sportsmanship by demonstrating positive support for all players, coaches, officials, and association representatives at all times.
- I will demand and honor that all players, coaches, officials, volunteers, and spectators are treated with respect regardless of race, gender, creed, or ability.
- I will never ridicule or berate others for a mistake or losing.
- I will respect the officials and their authority. I will not argue with or criticize game officials.
- I will respect the BGGB board for their decisions and I will listen to and follow their direction.
- I will not engage in the use of profanity, obscene language, or improper actions.
- I will treat my opponent with respect in the same manner I would want to be treated.
- I will learn and respect the rules of the game.
- I will refrain from the use of alcohol and tobacco products in the presence of my team, prior to and during practices and tournament games. MSHSL rules apply when alcohol and tobacco use is involved.
- I will not post negative comments on any form of social media directed towards players, other coaches, families, or members of the BGGB.

Violations during the season of the above expectations will subject a coach to the following disciplinary actions at the discretion of the BGGB board. All violations will be reported to the BGGB in a timely manner.

- 1st offense: Verbal discussion with BGGB board member(s)
- 2nd offense: Written reprimand from BGGB
- 3rd offense: Suspension from team and BGGB activities
- 4th offense: Removal from the BGGB program for the duration of the current season. Future involvement in activities will be determined at the discretion of the BGGB board.

While the disciplinary actions above set forth the typical progressive discipline steps that will be taken, these are only guidelines. Disciplinary action steps can advance more quickly or be skipped altogether, depending on the circumstances and severity, at the sole discretion of the BGGB.

Coaches' Responsibilities

- The coach has the ultimate responsibility and accountability in the running of the team.
- All coaches in the BGBA are expected to be examples of good sportsmanship and instill the principles of good sportsmanship in all players.
- A coach should teach all players the fundamentals of the game of basketball and the Buffalo varsity basketball system.
- A coach will treat players, fellow coaches, fans, and officials, on and off the court, with respect regardless of race, sex, creed, or performance. The penalty for unsportsmanlike conduct is under the jurisdiction of the officials. A coach who breaks the rules and is ordered from the playing area must comply.
- When a dispute or question arises, the head coach will deal with officials in a professional manner.
- A coach in the BGBA must not be under the influence of alcohol prior to or during practices or games, or while responsible for the transportation of players. A coach must not engage in the use of illegal drugs at any time.
- A coach should refrain from using abusive or vulgar language in the presence of officials, players, parents, or spectators. A coach must not physically or verbally abuse any player, official, parent or spectator.
- Coaches are responsible for the conduct of assistants, players, and fans. Upon requests of the officials, he/she will take whatever action necessary to allow the game to continue.
- If an issue arises among players and/or parents, an opposing team, or a tournament, it is the coaching staff's responsibility to fill out an incident form within 3 days of the occurrence. The form should be delivered to the BGBA president, vice president or a board member to address the issue appropriately.
- Coaches should hold a meeting for players and parents at the beginning of each season to share the BGBA philosophy and objectives for the season.
- Coaches are encouraged to communicate, in positive terms, team and individual player's progress throughout the course of the season. Coaches may request a team parent to assist with the administrative communication process.
- Coaches are responsible for all the equipment that is issued to them. (Balls, First Aid Kit, Ball Bag, and any other equipment furnished to the team). All equipment should be kept in good condition and must be returned to the BGBA at the end of the season.

Grievances

A grievance is a dispute or complaint involving a coach, player, parent or a BGBA Board member.

Any dispute that arises should be handled in the following manner:

1. The player and parent should bring their concerns to the coach.
2. If this is not addressed to their satisfaction, they should inform both traveling directors.
3. If this is still a concern, the next step is to inform the BGBA President or Vice-President. This should be in writing using the grievance form available on the BGBA website.
4. Any grievance must be submitted within five (5) days of a meeting with the traveling board president. It should state the time, place and as many specifics of the incident(s) as possible.
5. The Executive Board will discuss within ten (10) days of receiving the complaint.
6. The Executive Board will discuss and decide the issue based on the information provided and through discussion with the parties involved. The parties will be notified of the decision in writing.

Playing Season

The regular season runs from September until the completion of the MSF/MYAS state tournaments, whichever is later. Skill sessions (3-on-3) organized by the varsity coaching staff are considered part of the BGBA regular season. Traveling teams are encouraged to stay intact for the spring season. Additional tournaments shall not be added to any team's schedule during the regular traveling season without approval of the BGBA executive board. Playing time is not completely equal. The goal is to develop all players. Playing time is also determined by attitude, coachability, sportsmanship, team play, attendance, and effort at practice. No playing time is guaranteed.

Please see individual grade philosophy.

Tryout Evaluations and Team Selection

- The traveling team selection committee may be comprised of past/present BGBA Board members and members of the high school coaching staff and/or outside evaluators.
- Participation in evaluations is mandatory for a position on a traveling team, however, special circumstances may apply. In this case, decisions may be based on the previous year's evaluation and input from prior coaches.
- No player may be added to any team's roster without the approval of the BGBA Board. Circumstances must be presented to the BGBA Executive Board for review and consideration.

A selection committee chooses players based on a combination of the following:

1. Overall basketball skills/ Player physical ability
2. Attitude/Coachability
3. Sportsmanship
4. Competitive nature
5. Team Play
6. Team balance (Need to create a balanced team with perimeter and post players)

Practices

- Traveling teams practice up to two times per week during the regular season. Practice schedules will be posted on the BGBA website.
- All 7th through 8th grade traveling players are encouraged to participate in the school basketball program. Once interscholastic ball begins for 7th and 8th graders, traveling practices will be adjusted accordingly based on schedule.
- Allocation of gym times and days are determined by Buffalo Community Education in an effort to minimize potential conflicts with other sports and school activities. The BGBA allocates the times/days to each team with approval by Community Education. Practice times and days of the week may not necessarily be optimum, but Community Education and the BGBA will do the best it can with limited gym/court space available.
- In order to have a successful team, practice is essential, and therefore it is important that players attend all practices. Remember part of the traveling philosophy means a greater dedication and commitment to the team.
- We expect that all players and coaches respect all gyms and equipment. Do not use any equipment that has not been authorized by Community Education. If it's not for basketball, leave it alone.
- If there is a school closing due to inclement weather or for any other reason it also means any practices or games scheduled in that building are cancelled as well. You may call the Buffalo High school closing Information Line at 763-682- 8100 for information on emergency school closings. School closing information is also broadcast on WCCO-AM (830) radio.
- You may arrive at your designated practice facility no more than 15 minutes early and must be picked up afterward at the designated finish time. It is the parent's responsibility to make sure a coach is present when the player is dropped off at the gyms.

BISON Challenge

To encourage our players to practice in the off-season, the BGBA sponsors the “Buffalo Girl’s Shooters Club.” The club is open to all traveling, and high school players.

Each player that records 10,000, 15,000 and 20,000 made shots between June 1 and August 31. The player will record those shots on a calendar and then be recognized at the halftime of a girl’s varsity game.

Players are asked to record their made shots on the Shooters Club Shot Chart attached to the website OR on their own calendar. Shots should be made on a 10-foot basket and vary from free-throws, lay-ups, wing shots, and 3 pointers. You are on your honor to be truthful. Parents will be required to sign off on the final shot chart acknowledging that the shots were made.

Check the website each May for information. Shooting charts/calendars will be collected in September by the Bison Challenge Club director.

Bison Buddies Camp

The girl's varsity staff conducts a summer Bison basketball camp, usually scheduled in June and July. The BGBA highly recommends attendance at Bison Camps. Registration will take place in the spring. Watch for information on the BGBA website and in the summer community education bulletin.

Coach Selection

Head coaches and assistant coaches must fill out a coach's application and agree to have a background check and be approved by the BGBA Board before they are permitted to coach. Each coach is required to complete the concussion training every 3 years found at www.cdc.gov/concussion/HeadsUp/online/training.fitmi and provide the completion certificate to the BGBA.

A "Coaches Selection Committee" will interview coaching candidates when necessary (e.g., multiple applications for the same position). This committee will be headed by the Varsity head coach and may include the board president and other board members. Assistant coaches will be appointed or determined by the varsity head coach and board president.

All coaches are approved by the Board.

Coaches will be selected based upon the following:

1. Ability to teach, encourage, and motivate youth in a positive manner consistent with the philosophy of the BGBA and the high school varsity program.
2. Coaching experience and history
3. Knowledge of the game
4. Coach evaluations
5. Ability to provide the time commitment

Eligibility, Discipline, and Suspension

- Only registered players are eligible to practice or compete with a traveling BGBA team.
- Both the parent/legal guardian and player must understand the philosophy of the BGBA. Besides teaching and learning, there is more emphasis placed on skill development commitment and dedication.

A coach may discipline any player who:

1. Violates the player code of conduct.
2. Any personal technical foul is an immediate benching of the player for a time to be determined by the coach. **The coach must complete an incident report form found on the BGBA website and turn it into the BGBA President. This must be done with every technical foul. If a second technical foul is received, player will sit for the rest of the tournament (regardless if the 1st technical was in the same tournament) and a meeting with the BGBA Executive board will occur. If a third or more technical is received, it may result in termination from the BGBA program with no fees refunded.**

Suspension Process:

- After a second violation of the code of conduct or a second technical foul a meeting will be held with the player, parent, coach, board president and a BGBA Executive Board member.
- Disciplinary action will be determined by the Executive Board and will be presented in writing to the parent and player. This will include a plan to determine a course of action should a future violation occur. This will be signed by the parent and player.

Any subsequent violation or technical may result in termination from participation in the BGBA program for the rest of the season, with no fees refunded.

School Suspension Policy

- The BGBA policy for students subject to school suspension is for the parents and the BGBA participant to be responsible for following the exact terms of the school suspension with regards to all BGBA activities.
- Current school policy is that once a suspension occurs, the child is not allowed on any school district property until the suspension is complete. This includes all games and practices. In addition to the school district policy, the player will not be allowed to participate in any BGBA practices or games during their suspension.

Injury Prevention

- Be conscious of injury prevention. Try to create a safe environment for practices and games.
- Report all injuries to the coach when they occur. Coaches are to fill out an injury incident report if medical attention is required and medical staff advises the player to see a doctor. The form is located on the BGBA website.
- Warm up thoroughly before every practice and game.
- Players should inform coaches when they are really tired. That is the time when injuries are most likely to occur.
- Never indulge in horse play. You expose both your teammates and you to injury.

Uniforms

- All traveling teams' uniforms should use the color scheme of the Buffalo High School.
- Each player is responsible for maintaining her own uniform through the BGBA.
- The BGBA board member in charge of uniforms issues player jersey numbers.
- Players will keep that same jersey number for that calendar year.
- All uniforms should be kept clean and in good condition. If a uniform gets damaged during the season the player is responsible for its replacement.

Fundraising

- The BGBA believes that fundraising is necessary to achieve the prime objective of equalization of registration fees to encourage maximum participation.
- Individual teams and players may not engage in fundraising without the approval of the BGBA board.
- The BGBA hosts basketball tournaments for boys and girls. The funds that are raised hosting the tournaments go directly to the BGBA program to pay for such items as: equipment, gym time, trophies, shooters club prizes, etc. These fundraising efforts also allow us to keep registration fees as low as possible.
- All BGBA traveling team parents are expected to help by working a minimum of 8 hours, for each child participating in the traveling program.
- The BGBA may approve additional fundraising activities or events during the season where players/parents will be invited to attend or asked to support (i.e., pancake breakfast, varsity game halftime raffles, etc.)

Special Funding Requests

- The scholarship request process will require proof of "reduced school lunch" to receive any financial aid from the BGBA.
- The Treasurer determines the amount to be granted and any payment plans to be implemented.
- Varsity Accounts: Yearly deposit amounts to varsity accounts are approved by the Board of Directors. Any additional funds requested during the year are also board approved.
- Expenditures from the varsity accounts are at the varsity coaches' discretion.

Photography

Pictures are taken at various practices and tournaments. The BGBB may use these pictures on their website, social media accounts, or in news articles. If you would like to NOT have your children's picture posted in any way through the official BGBB accounts, please complete the Opt Out Form available at the Parents meeting in September or online. The BGBB board cannot control the posting of these pictures by parents, players, or family members on their individual social media accounts, blogs, or websites.